



## STORMWATER PERMIT APPLICATION (STANDARD) CHECKLIST

Applications will be scheduled for consideration by the Planning Commission and/or City Council only after all required materials have been submitted. Application submittal deadlines are available on the City's website or by contacting the City of Mendota Heights. **Late or incomplete applications will not be put on the agenda.**

### Office Use Only:

Case #: \_\_\_\_\_

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

### APPLICATION REQUIREMENTS

*APPLICANT MUST CHECK ALL APPLICABLE ITEMS INCLUDED IN THE SUBMITTAL – or PROVIDE A REASONABLE EXPLANATION AS TO WHY THEY ARE CHECKING "N/A - NOT APPLICABLE"*

- Submit ONE (1) electronic copy and TWO (2) hard copies (full-size/to-scale) of all required plans.

*The following materials must be submitted for the application to be considered complete:*

- Fee, as included in current Fee Schedule (check payable to City of Mendota Heights).

*[NOTE: Planning Application fees do not cover building permit fees, utilities, or other fees which may be required to complete the project.]*

- Completed Application Form(s).

- Required Plans.

#### Required Plans:

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- Schedule of work to be completed.

N/A

- Cost estimate.

N/A

- Soil survey map of the area.

N/A

- Existing site conditions, including: topography, vegetation, structures, and drainage areas. Contour intervals shall be drawn at two (2) foot intervals.

N/A

- Clearing and grading limits.
  - N/A
  
- Potential areas of concern in regards to erosion or stormwater.
  - N/A
  
- Adjacent critical areas or water bodies including streams, rivers, lakes, and wetlands. Identify any special or impaired water within a 1-mile radius that the project drains to.
  - N/A
  
- Methods and types of erosion and sediment control measures, including design specifications, to be used on site that meet the City's Land Disturbance Guidance document.
  - N/A
  
- Proposed drainage and grading elevations. Include locations of all storm sewer inlets and invert elevations. Contour intervals shall be drawn at two (2) foot intervals.
  - N/A
  
- Landscape Plan. Include specifications and methods for all landscaping and permanent vegetation to be installed. Plan should include: installation schedule, plant species or seed mix, diameter/size of trees and plants, etc.
  - N/A
  
- Maintenance schedule, if applicable, of any permanent or temporary erosion control, sediment control, or stabilization measures.
  - N/A
  
- Permanent stormwater management measures, if required, meeting the requirements outlined in section [14-1-8](#) of City Code, the City's Land Disturbance Guidance document, and the National Pollutant Discharge Elimination System (NPDES)/State Disposal System (SDS) Program.
  - N/A
  
- Stormwater design calculations for any required temporary or permanent stormwater treatment features including but not limited to: temporary sediment basins, wet sedimentation basins, infiltration features, and filtration features.
  - N/A